

Public Safety Group  
Police Series

POLICE DETECTIVE  
02/83

#### CHARACTERISTICS OF THE CLASS:

Under general supervision, performs police services as detective, first level identification officer, radio dispatcher and community relations officer; and performs related work as required.

#### EXAMPLES OF DUTIES:

Responds to calls for police assistance; appears in court, presents evidence and testifies against persons accused of crimes; keeps records and writes reports.

As a Detective, conducts investigations to obtain confidential information, seeking missing persons, investigating homicides, thefts, forgery, narcotic violations, or other law violations; interviews and takes statements from suspects, prisoners, complainants and witnesses; maintains surveillance of suspected criminals; conducts specialized vice investigations and raids and arrests suspects or violators; returns fugitives wanted by the City from outside the City or State; checks pawn shops, second-hand stores and junk shops for stolen property.

As Identification Officer, collects evidence, takes photos, processes fingerprints and checks docket of prisoners charged with a printable charge with the docket file to ascertain if subject is wanted by a law enforcement agency; receives and keeps records of narcotics and narcotic paraphernalia; checks the latent fingerprints for legibility and characteristics, discarding the ones that are not legible or that do not have sufficient fingerprint characteristics for a positive identification; classifies the legible latent fingerprints by the five-fingerprint system.

In crime prevention and related activities, arranges programs, lectures, group meetings and individuals contact with citizens, local agencies, schools, and police department representatives; checks all follow-up work; refers citizens to appropriate agencies.

#### MINIMUM QUALIFICATIONS:

Training and Experience: Two years of experience as a commissioned police officer with the El Paso Police Department.

Knowledge, Abilities and Skills: Good knowledge of the modern methods and practices of criminal investigation, identification and fingerprint classification; good knowledge of the City geography; good knowledge of radio procedures and operation; good knowledge and awareness of cultural differences; considerable knowledge of the policies, rules and regulations of the Police Department.

Ability to obtain information through investigation, interviews, interrogations and observations; ability to remember names, faces and details of incidents; ability to communicate clearly and concisely; ability to establish and maintain effective working relationships with fellow workers and the general public

Skill in the use of firearms, identification and radio communications equipment.

---

Director of Personnel

---

Department Head